



PLEASE TAKE NOTICE that there will be a City of Lodi Parks Committee meeting held on Tuesday, February 4, 2020 **at 6:00 pm** in the Council Room, City Hall, 130 South Main Street, Lodi, WI.

Parks Committee Agenda

1. Call to Order
2. Public Input

Must state name and address. Must be limited to items not on the agenda. Limited to two minutes unless otherwise extended. Committee's role is to listen and not discuss the item. Personnel issues cannot be discussed nor individuals named. Committee is unable to take action at this meeting.

3. Introduction of Patrick Staszak (New Director of Operations)
4. Approve Minutes from December 3 and January 7 Meetings

Documents:

[12-3-19 Parks Committee Meeting Minutes.pdf](#)
[1-7-20 Parks Committee Meeting Minutes.pdf](#)

5. Parks Financials

Documents:

[12.31.19 B. Hibbard Memorial Balance Sheet.pdf](#)
[12.31.19 Goeres Perpetual Balance Sheet.pdf](#)
[12.31.19 Park Dev Balance Sheet.pdf](#)
[12.31.19 Park Dev Income Stmt.pdf](#)
[12.31.19 Parks Exps.pdf](#)
[12.31.19 Pool Cap Proj Balance Sheet.pdf](#)
[12.31.19 Pool Cap Proj Income Stmt.pdf](#)
[12.31.19 Pool Ops Balance Sheet.pdf](#)
[12.31.19 Pool Ops Endowment Balance Sheet.pdf](#)
[12.31.19 Pool Ops Income Stmt.pdf](#)
[12.31.19 Strangeway Balance Sheet.pdf](#)
[12.31.19 Strangeway Income Stmt.pdf](#)

6. Discussion and Recommendation of Public Input Meeting for Revised CORP Plan
7. Habermann Park – Restroom Improvements
8. Strangeway Fund Balance – Spring Creek Wall Repair
9. Balance of Goeres Perpetual Care Fund and Pool Operations Endowment Fund
10. Request for Approval from OccuPaws to Reserve Habermann Park and Shelter
OccuPaws would again like to reserve Habermann Park and shelter on Sunday, June 14 for their annual fundraiser. This fundraiser includes an outdoor market.
11. Recommendation on Shelter Deposit for Concerts in the Parks
The number of Community Pride Concerts has changed from nine in 2019 to three in 2020. Resolution 17-08 provided a reduced rate for the use of the shelter. With the new number of concerts, this needs to be reassessed.

Documents:

12. Discuss Money for Long Pond, Goeres Park
13. Next Meeting Date and Agenda Items
14. Adjourn

Posted: _____
By: _____

To ensure a quorum, please inform the chair if you are unable to attend

**Members: Alders Hansen (Chair), Miller, Stevenson and
citizens Bilkey, Kelsey-Kloberdanz, Van Ness, Welch**

Notice is hereby given that a majority of the City of Lodi Common Council may be present at a meeting of the Parks Committee to gather information about subjects over which they have decision making responsibility. This constitutes a meeting of the city council pursuant to State ex rel. Badke v. Greendale Village Bd., 173 Wis.2d 553, 494 N.W.2d 408 (1993), and must be noticed as such; although the City of Lodi Common Council will not take any formal action at this meeting.

**City of Lodi Parks Committee Meeting
Minutes of December 3, 2019**

1. Call to Order

Chair Hansen called meeting to order at 6:31 PM.

Committee Members Present: Rich Stevenson, Eric Hansen, Suzanne Miller and Mikel Bilkey

Absent: Adele Van Ness, Bill Welch and Letha Kelsey Kloberdanz

Staff Present: Julie Ostrander, Kennan Buhr and Sandy Bloechl

Others: Mayor Jim Ness and Ann Groves Lloyd

2. Public Input. None

3. Approve Minutes

MOTION (Stevenson/Bilkey) to approve the meeting minutes of November 5, 2019. Motion carried.

4. Parks Financials

No discussion

5. Discussion and Recommendation of Public Input Meeting for Revised CORP Plan

Van Ness was reviewing. Bilkey suggests having someone from the city review and send back so that we can proceed. Ostrander will have Sweeney review before the next meeting.

6. Discussion of Balance of Goeres Perpetual Care Fund and Pool Operations Endowment Fund

Bilkey explained that the Pool Operations Endowment Fund was put in place to help cover the cost of water and sewer for the pool. Bilkey would like to see them left the way they are. Ostrander explained that special funds are not supposed to have such small funds balances. Van Ness was going to contact Goeres to see if he wants us to use the money on something or does he want it back. Bilkey will try to have a discussion with Goeres to see what he wishes to happen to these funds.

7. Update: Dog Park

Moved to item 4. Groves Lloyd handed out a map of her families land and she has acreage out on Highway J that she would allow a dog park. Groves Lloyd will request a minimal fee so that the property taxes will be covered. It was agreed that the city should pursue. Bilkey had concerns regarding the safety of exiting and entering on Highway J.

8. Review of 2020 Budget

Stevenson asked to have this on the agenda because Welch hasn't seen the budget and wanted to know if anyone had any questions.

9. Discussion of Strangeway Fund Balance

Bilkey suggests doing a large section of wall since there is a healthy fund balance. Bilkey also suggests adding a way that people are able to walk down into the creek to fish. From Fair St to the walking bridge keep fixing/repairing like we have in the past along with the west side of the creek past the bridge to the end of the park. Then on the other side by the ball diamond do rip rap. Stevenson was concerned that we may have the issue that the contractor has too much work and can't do the wall work because the permit to work in the creek has a limited timeframe because of the trout. Buhr suggested that when MSA goes out for bids it is in the specs that the work needs to be done between certain dates then the contractors know before they bid. Stevenson suggests finding out what the cost would be from bridge to bridge for the west side and go from there.

10. Discuss Improvements in Habermann Park

Bilkey suggests doing the minimum to the restrooms that are there and then in the future build restrooms that won't flood. \$25,000 is set aside for the Haberman Park restrooms. Miller suggested the ADA compliant portable bathroom. Buhr will bring back some numbers of what it would cost to improve the current bathrooms.

11. Discussion Regarding Need for Park in SE Area of the City(in the area of Top of Lodi)

Stevenson said that there isn't any money to add an additional park in Lodi.

12. Next Meeting Date and Agenda Item

Next meeting is scheduled for January 7, 2020 at 6:30 p.m. at City Hall.

13. Adjourn

MOTION (Stevenson/Bilkey) to adjourn at 7:34 p.m. Motion carried.

Minutes by Sandy Bloechl, Treasurer

DRAFT

**City of Lodi Parks Committee Meeting
Minutes of January 7, 2020**

1. Call to Order

Chair Hansen called meeting to order at 6:30 PM.

Committee Members Present: Rich Stevenson, Eric Hansen, Suzanne Miller, Letha Kelsey Klobberdanz, Bill Welch, and Mikel Bilkey

Absent: Adele Van Ness

Staff Present: Julie Ostrander, Kennan Buhr and Jennifer Sweeney

Others: Jim Ness

2. Public Input. None

3. Approve Minutes From December 3, 2019 Meeting

MOTION (Stevenson/Bilkey) to approve the meeting minutes of December 3, 2019.

Miller thought the minutes were lacking in detail in critical areas. In particular, she felt agenda item 11 needed additional detail. Welch suggested she write a paragraph that reflects what was missed and the committee would not approve the minutes at this meeting.

MOTION (WELCH/BILKEY) to table the minutes from the December 3, 2019 meeting until the February 4, 2020 meeting. Motion carried.

4. Parks Financials

No discussion.

5. Discussion and Recommendation of Public Input Meeting for Revised CORP Plan

Bilkey suggested having the CORP available to the public for 30 days prior to a public hearing. The committee discussed ways to engage the public, including asking for input through a survey, social media, the newspaper, the city's website, and having the CORP available at City Hall. Bilkey also suggested going to other meetings or groups in the community to discuss the CORP. The committee agreed that they should review the current version of the CORP and send all comments to Sweeney prior to the next meeting so any comments can be consolidated. Then, the committee will review the CORP again. Next, they will have 30 days for comments from the public. Finally, after a 30-day comment period, they will have a public hearing.

6. Update: Dog Park

Bilkey expressed concerns that the potential dog park location is outside of the city limits and on a council member's land. He felt that the town needs to participate in the dog park if it isn't within the city limits. Welch stated that the town ultimately decided they didn't want to contribute to a dog park. Miller was concerned about the adequacy of the size and location of a dog park. Overall, the committee appreciated the offer of use of land outside of the city limits, but they do not think they should place a city funded dog park at this location.

7. Update: Habermann Park – Restroom Improvements

Buhr provided a plan to redo the existing restrooms at Habermann Park. The plan is from three or four years ago. The estimate cost at that time was \$80,000 to \$100,000. Bilkey stated he was thinking more along the lines of cosmetic and functional maintenance items to update the restroom rather than renovation. It was suggested that two larger, non-stalled or family restrooms could be created out of the existing men's and women's restrooms. Bilkey will bring back some ideas to the next meeting for Buhr for restroom repairs and facility updates.

8. Strangeway Fund Balance – Spring Creek Wall Repair

MSA put together estimates to redo the west side of the Spring Creek wall. The estimate was \$110,500. Stevenson and Bilkey thought they were looking at the east side because it's a contiguous. Buhr thought if they city were to repair the east side that \$25,000 should be added to the estimate. Stevenson suggested requesting quotes for both sides of the wall and see which better fits the city's budget.

Motion (Stevenson/Welch) to recommend that Common Council request separate bids to reconstruct the east and the west side of Spring Creek wall in Goeres Park with the understanding that the city may move forward with either the west side, the east side, or neither side. Motion carried.

9. Balance of Goeres Perpetual Care Fund and Pool Operations Endowment Fund

Bilkey has not had a chance to speak to Ted Goeres regarding this fund. So, the committee will put this on the next agenda.

10. Next Meeting Date and Agenda Item

The next meeting is scheduled for February 4, 2020 at 6:00 p.m. at City Hall. Stevenson requested that the meeting move to 6:00 PM instead of 6:30 PM. Agenda items should include money for the long pond in Goeres Park.

11. Adjourn

MOTION (Stevenson/Bilkey) to adjourn at 7:24 p.m. Motion carried.

Minutes by Jennifer Sweeney, Management Analyst



**B. Hibbard Memorial 28871
Balance Sheet
For the Period Ending 12/31/2019**

Assets

Cash & Investments	\$6,851
Receivables:	
Accrued Receivables	
Total Assets	<u>6,851</u>

Liabilities

Advance from Other Funds	_____
Deferred Inflows of Resources	_____

Fund Balances (Deficits)

Restricted	3,623
Assigned	
Unassigned	3,228
Total Fund Balances (Deficits)	<u>6,851</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances (Deficits)	<u>6,851</u>



**Goeres Perpetual Care 28874
Balance Sheet
For the Period Ending 12/31/2019**

Assets

Cash & Investments	\$697
Receivables:	
Accrued Receivables	
Total Assets	<u>697</u>

Liabilities

Advance from Other Funds	_____
Deferred Inflows of Resources	_____

Fund Balances (Deficits)

Nonspendable	4,142
Restricted	
Assigned	
Unassigned	(3,445)
Total Fund Balances (Deficits)	<u>697</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances (Deficits)	<u>697</u>



Park Development 28229
Balance Sheet
For the Period Ending 12/31/2019

Assets

Cash & Investments	\$16,569
Receivables:	
Accrued Receivables	
Total Assets	<u>16,569</u>

Liabilities

Advance from Other Funds	_____
Deferred Inflows of Resources	_____

Fund Balances (Deficits)

Restricted	
Assigned	
Unassigned	500
Net Change in Fund Balance	16,069
Total Fund Balances (Deficits)	<u>16,569</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances (Deficits)	<u>16,569</u>



Park Development 28229
 Park Development Income Stmt
 For the Twelve Months Ending 12/31/2019

<u>Account Description</u>	<u>December</u>	<u>2019 YTD</u>	<u>Total Budget</u>	<u>Remaining Budget</u>	<u>% of Budget</u>
REVENUE					
General Property Taxes		\$8,000.00		(\$8,000.00)	0%
Other State Payments	9,650.02	9,650.02		(9,650.02)	0%
Transfer from Other Funds		27,260.93	2,261.00	(24,999.93)	1,206%
Total Revenue	9,650.02	44,910.95	2,261.00	(42,649.95)	1,986%
EXPENSE					
Park Development General			5,000.00	5,000.00	0%
Park Development Dog Park			3,000.00	3,000.00	0%
Veteran's Park Creek Wall Repair		3,751.25		(3,751.25)	0%
Walk Bridge Abutment Riprap		9,856.71		(9,856.71)	0%
Veteran's Park Riprap		9,750.00		(9,750.00)	0%
Goeres Park Restoration		4,373.80		(4,373.80)	0%
Habermann Park Turf Restoration		1,110.23		(1,110.23)	0%
Total Expense		28,841.99	8,000.00	(20,841.99)	361%
Net Income	9,650.02	16,068.96	(5,739.00)	(21,807.96)	(280%)

28100
Parks
Income Statement Expenses
For the Twelve Months Ending Tuesday, December 31, 2019

<u>Account Description</u>	<u>December</u>	<u>2019 YTD</u>	<u>Total Budget</u>	<u>Remaining Budget</u>	<u>% of Budget</u>
Parks					
Parks PA Wages Straight Time	\$0	\$32,480	\$32,282	(\$198)	101%
Parks PA Wages Overtime	0	2,835	1,438	(1,397)	197%
Parks PA Employer Contrib Health	0	572	0	(572)	0%
Parks PA Employer Contrib Retirement	0	467	1,531	1,064	30%
Parks PA Employer Contrib FICA	0	2,521	2,580	59	98%
Parks PA Safety Coordinator	0	864	1,150	286	75%
Parks PA Elec Water Sewer Gas	309	5,365	7,085	1,720	76%
Parks Tennis Court Utilities	22	280	300	20	93%
Parks PA Fairground Ball Park Lights	17	450	872	422	52%
Parks PA Repair Maint Vehicle	574	4,277	2,000	(2,277)	214%
Parks PA Repair Maint Other	0	0	750	750	0%
Parks PA Repair Maint Tennis Courts	0	0	500	500	0%
Parks Tree Trimming and Planting	0	843	4,000	3,157	21%
Parks PA Miscellaneous	0	299	1,000	701	30%
Parks Operating Supplies	0	2,263	2,500	237	91%
Parks PA Repair or Maintenance	1,110	6,064	3,500	(2,564)	173%
Parks PA Minor Equipment	0	0	2,000	2,000	0%
Parks PA Raw Materials	0	80	2,800	2,720	3%
Parks PA Gas & Fuel	0	2,672	2,000	(672)	134%
Total Parks	2,033	62,331	68,288	5,957	91%
Recreation Programs & Events					
Recreation Programs & Events	2,266	3,092	4,300	1,208	72%
Total Recreation Programs & Events	2,266	3,092	4,300	1,208	72%
Total Park Expenses	4,299	65,423	72,588	7,165	90%



**Swim Pool Capital Project 28450
Balance Sheet
For the Period Ending 12/31/2019**

Assets

Cash & Investments	\$38,438
Receivables:	
Interest & Dividends Receivable	925
Accrued Receivables	
Total Assets	<u>39,363</u>

Liabilities

Advance from Other Funds	<u> </u>
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Deferred Inflows of Resources

Fund Balances (Deficits)

Restricted	
Assigned	
Unassigned	131,767
Net Change in Fund Balance	(92,404)
Total Fund Balances (Deficits)	<u>39,363</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances (Deficits)	<u>39,363</u>



Swim Pool Capital Project 28450
Swim Pool Cap Proj I&S
For the Twelve Months Ending 12/31/2019

<u>Account Description</u>	<u>December</u>	<u>2019 YTD</u>	<u>Total Budget</u>	<u>Remaining Budget</u>	<u>% of Budget</u>
REVENUE					
Cap Proj Swim Pool Investment Fees	\$86.05	\$2,493.93	\$1,000.00	(\$1,493.93)	249%
Donations		11,236.59	10,000.00	(1,236.59)	112%
Total Revenue	86.05	13,730.52	11,000.00	(2,730.52)	125%
EXPENSE					
Treasury Management Fees	7.46	134.55		(134.55)	0%
Transfer to Debt Service Fund		106,000.00	106,000.00		100%
Total Expense	7.46	106,134.55	106,000.00	(134.55)	100%
Net Income	78.59	(92,404.03)	(95,000.00)	(2,595.97)	97%



Pool Operations 28223
Balance Sheet
For the Period Ending 12/31/2019

Assets

Cash & Investments	\$10,444
Receivables:	
Current Property Taxes	65,533
Accrued Receivables	
Total Assets	<u>75,977</u>

Liabilities

Advance from Other Funds	<u> </u>
Deferred Inflows of Resources	
Taxes Levied for Subsequent Period	65,533
Total Deferred Inflows of Resources	<u>65,533</u>

Fund Balances (Deficits)

Restricted	
Assigned	
Unassigned	3,743
Net Change in Fund Balance	6,701
Total Fund Balances (Deficits)	<u>10,444</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances (Deficits)	<u>75,977</u>



**Pool Operations Endowment 28877
Balance Sheet
For the Period Ending 12/31/2019**

Assets

Cash & Investments	\$105,762
Receivables:	
Accrued Receivables	
Total Assets	<u>105,762</u>

Liabilities

Advance from Other Funds	_____
Deferred Inflows of Resources	_____

Fund Balances (Deficits)

Restricted	
Assigned	
Unassigned	104,157
Net Change in Fund Balance	1,605
Total Fund Balances (Deficits)	<u>105,762</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances (Deficits)	<u>105,762</u>



Pool Operations 28223
Pool Operations
For the Twelve Months Ending 12/31/2019

<u>Account Description</u>	<u>December</u>	<u>2019 YTD</u>	<u>Total Budget</u>	<u>Remaining Budget</u>	<u>% of Budget</u>
REVENUE					
General Property Taxes		\$66,000.00	\$66,000.00		100%
Locker Fees		15.25		(15.25)	0%
Donations		378.81		(378.81)	0%
Total Revenue		66,394.06	66,000.00	(394.06)	101%
EXPENSE					
Aquatic Program Wages		18,351.21	20,000.00	1,648.79	92%
Aquatic Program Employer Contributions		1,403.91	1,530.00	126.09	92%
Aquatic Program Operating Supplies		134.42	500.00	365.58	27%
Publications Subscriptions Dues		119.60		(119.60)	0%
Pool Maintenance Wages		8,715.35	12,000.00	3,284.65	73%
Pool Maintenance Overtime Wages		2,141.94	1,498.00	(643.94)	143%
Pool Maintenance Employer Contributions		1,614.90	3,300.00	1,685.10	49%
Pool Maintenance Safety Coordinator		863.76	1,338.00	474.24	65%
Pool Maintenance Elec Water Sewer Gas & Phone	596.76	12,826.89	14,170.00	1,343.11	91%
Pool Fund Raising Repair Maint Buildings	4,175.00	4,175.00	6,000.00	1,825.00	70%
Pool Maintenance Repair Maintenance Other	279.00	1,329.63	2,000.00	670.37	66%
Pool Maintenance Training Non-Labor		460.02		(460.02)	0%
Pool Maintenance Operating Supplies		2,778.17	900.00	(1,878.17)	309%
Pool Maintenance Chemicals		4,778.41	5,000.00	221.59	96%
Total Expense	5,050.76	59,693.21	68,236.00	8,542.79	87%
Net Income	(5,050.76)	6,700.85	(2,236.00)	(8,936.85)	(300%)



**Strangeway 28221
Balance Sheet
For the Period Ending 12/31/2019**

Assets

Cash & Investments	\$176,912
Receivables:	
Interest & Dividends Receivable	284
Accrued Receivables	
Total Assets	<u>177,196</u>

Liabilities

Advance from Other Funds	<u> </u>
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Deferred Inflows of Resources

Fund Balances (Deficits)

Nonspendable	88,912
Restricted	
Assigned	
Unassigned	55,949
Net Change in Fund Balance	32,335
Total Fund Balances (Deficits)	<u>177,196</u>

Total Liabilities, Deferred Inflows of Resources and Fund Balances (Deficits)	<u>177,196</u>
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Strangeway 28221
Income Statement
For the Twelve Months Ending 12/31/2019

<u>Account Description</u>	<u>December</u>	<u>2019 YTD</u>	<u>Total Budget</u>	<u>Remaining Budget</u>	<u>% of Budget</u>
REVENUE					
Park Reservations		\$1,840.00	\$1,900.00	\$60.00	97%
General Investment Fees	373.63	3,373.95	400.00	(2,973.95)	843%
Rent - Land for Communications Tower	2,568.97	29,769.01	29,058.00	(711.01)	102%
Total Revenue	2,942.60	34,982.96	31,358.00	(3,624.96)	112%
EXPENSE					
Treasury Management Fees	32.39	191.49		(191.49)	0%
Contractual Services - Spring Creek Wall		2,456.86	30,000.00	27,543.14	8%
Park Upgrades			1,000.00	1,000.00	0%
Total Expense	32.39	2,648.35	31,000.00	28,351.65	9%
Net Income	2,910.21	32,334.61	358.00	(31,976.61)	9,032%

RESOLUTION 17-08

**A Resolution Granting the Community Pride Concerts in the Park Series
a Reduced Deposit for Park Reservations**

WHEREAS, Jon Plumer, on behalf of Lodi Chamber has reservations pending for the use of the Groves Shelter in Habermann Park for 9 dates in the summer of 2017 for the purpose of holding Community Pride Concerts in the Park Series. For 2016 these concerts drew approximately 100 people per week;

WHEREAS, the Community Pride Concert in the Park Series provides benefits to the local community by:

1. Promoting the community and economic activity within the community.
2. Providing an opportunity for artists to perform in the community.
3. Providing positive experiences for those who attend.

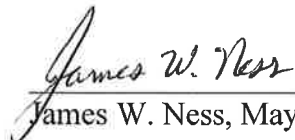
WHEREAS, the park deposit fee for this series of events is \$450.00;


WHEREAS, this is an event open to the public with no fee for admission;

NOW, THEREFORE BE IT RESOLVED that the deposit for the use of the Groves Shelter in Habermann Park is reduced to \$200.00 per year for the Community Pride Concerts in the Park Series; and,

BE IT FURTHER RESOLVED that the Concerts in the Park renewal fee will continue in perpetuity at \$200.00 until such time that the Parks Commission or sponsors of Concerts in the Park wish to readdress it.

Adopted this 7th day of February, 2017, by the Common Council of Lodi, Wisconsin, on a roll call vote: Tonn-aye, Miller-aye, Groves-Lloyd-aye, Welch-aye, Stevenson-aye, Hansen-aye.


James W. Ness, Mayor

Attest: 
Patricia Spence, City Clerk